

CITY OF HARTFORD

OFFICE OF THE CITY MANAGER
550 Main Street, Hartford, Connecticut 06103



COUNCIL – MANAGER GOVERNMENT

March 31, 2003

Ms. Edith Lacey
Frog Hollow South Neighborhood
Revitalization Association
31 Lincoln Street
Hartford, CT 06106

RE: Frog Hollow South NRZ Strategic Plan

Dear Ms. Lacey:

Congratulations on the completion of your strategic plan. Upon submission, your plan was forwarded to various department heads for a final review. Before I can forward your Plan to the Court of Common Council for their consideration, I ask that Frog Hollow South NRZ make the changes below, which were in the "Our Priorities" section of the plan:

1. **Action No. 1:** Rekindle Communication and Community Activism (Page 19)
 - a. In the last paragraph, first indentation strike "that cross neighborhood boundaries".
2. **Action No. 2:** Public Safety (Page 19)
 - a. Add the following – Maintain the current presence of the Police Sub-Station located on the corner of Ward and Affleck Streets.
3. **Action No. 3:** Improving Our Quality of Life (Pages 20 and 21)
 - a. Under the first section entitled "Housing", third indentation strike "non profit".
 - b. Under the second category, second sentence, change to read as below:

"At a minimum, request the City notify the NRZ of a pending action and the applicant appear at a NRZ meeting."
 - c. On page 21, fourth point from the top strike the following: "In specific areas... onto their property".

- d. On page 21, strike the entire paragraph which begins: "Explore feasibility of ...to facilities and services", and add the following:

Explore ways to enhance the community accessibility to recreation, social, senior, daycare and other services.

- ◆ Develop partnership(s) with one or more existing centers and/or agencies to maximize community participation and utilization of services.
- ◆ Contribute to the development of specific initiatives to improve upon some of the actual socio-economic challenges of the NRZ area residents.

Lastly, you can include the "Implementation Matrix" with your revised deadline dates.

In our view these changes are not substantive and should not require an additional public hearing.

Please incorporate these changes into your final document and return it to the neighborhood planner who will submit the plan for further processing.

Very truly yours,



Lee C. Erdmann
City Manager

cc: ✓ Bruno W. Mazzulla, Housing & Community Development
✓ James Sequin, Planning Department
✱ Kenneth Anderson, Planning Department

FROG HOLLOW SOUTH

Neighborhood Revitalization Zone

April 2, 2003

Lee C. Erdmann, City Manager
City of Hartford
550 Main Street
Hartford, CT 06103

Dear Mr. Erdmann:

Thank you for forwarding the Frog Hollow South NRZ Strategic Plan to various department heads for review. Their comments were instructive. Frog Hollow South NRZ has received all comments and suggested changes to its adopted plan and Ken Anderson in Planning has incorporated all these modifications. Frog Hollow South NRZ is pleased to resubmit this revised plan and request you forward it to the Court of Common Council for final approval.

Thank you in advance for your support in this effort.

Truly yours,



Edith Lacey,
Frog Hollow South NRZ

cc: Frog Hollow South NRZ Committee Member
Bruno W. Mazzulla, Housing and Community Development
James Sequin, Planning
Ken Anderson, Planning

Affleck Street* Allen Place* Barnard Street* Brownell Avenue* Colonial Street* Crescent Street* Essex Street*
Jefferson Street* Lincoln Street* Madison Street* New Britain Avenue* Retreat Avenue* School Street*
Seymour Street* Summit Street* Ward Street* Washington Street* Vernon Street* Zion Street*

V Our priorities

Action No. 1: Rekindle Communication and Community Activism

We need to reach out into our neighborhood and stimulate community consciousness. Right now, the responsibility lies in the hands of a few overworked individuals. We must communicate within our neighborhood and among residents as well as we have articulated what we needed and wanted from those outside the neighborhood.

◆ Leadership Transition

- Identify three individuals with the willingness and capability to carry out our prescribed range of actions.
- Create an Implementation Committee and prepare an implementation schedule for prioritization and completion of targeted activities, identification of potential partners, and anticipated costs and funding sources using the matrix at the end of this section.
- Work with the Trinity Center For Neighborhoods as well as other neighborhood institutions to establish transition mechanisms so that those individuals who have played critical roles within the neighborhood and assemble a “List of Responsibilities” to be transferred over to Trinity Center for Neighborhoods transition mechanism as well as other neighborhood institutions.

◆ Outreach

- Continue and build upon our strong relationships with neighboring institutions and other NRZ’s.
- Identify community activities that provide an avenue for engaging resident participation. Create a committee to carry the responsibility of organizing the outreach campaign.
- Identify opportunities to link community activism and communication mechanisms to children’s programs at the schools.
- In conjunction with the Trinity Data Center closely monitor the demographic pulse of the neighborhood, perhaps in partnership with one of the institutional neighbors, to gain a better understanding of the dynamics, needs, and desires of the neighborhood in order to modify goals and strategies as necessary.

- Work cooperatively with adjacent NRZs to identify common goals and work toward mutual accomplishments. In particular, focus on the following:
 - Negative land uses.
 - Economic development linkages.
 - Dialogue and follow-through on issues falling within the City's jurisdiction.
 - Continue our dialogue with the City.
 - Given the land uses surrounding us and the physical configuration of our neighborhood, we need to establish a consistent dialogue with the City. This dialogue is expected to work both ways.

Action No. 2: Public Safety

- ♦ Create a sense of security in the neighborhood
 - Re-establish and expand the neighborhood Block Watch Program.
 - Identify public and institutional partners to form a Public Safety Task Force to comprehensively address the issues influencing public safety. Potential partners include Police Department representatives, residents, businesses, property owners, property managers, city agencies (Public Works, Code Enforcement, Fire Marshal, etc.), churches, schools, etc.
 - Identify actions needed and assign responsibility from within the Task Force to implement and follow-up on enforcement.
 - Target problem properties by developing site-specific strategies for eliminating illegal activity, health and safety violations, etc.
 - Work with the Task force, Block Watch members, service providers, institutional partners and the Police Department to implement safe but effective ways to demonstrate the neighborhood's intolerance of drugs.
 - Maintain the presence of the Police Sub-Station located on the corner of Ward and Affleck Streets.
 - Work with the City to provide fast, and effective response to service needs/complaints and establish a feed back loop to monitor responsiveness and success.

Action No. 3: Improving Our Quality of Life

- ◆ Housing
 - Work with Mutual Housing in its Madison-Lincoln-Jefferson Street target area to publicize its housing rehabilitation loan program for owner-occupied, one to four family structures.
 - Work with contractors, home improvement businesses, and housing developers to schedule housing maintenance workshops and training programs to help property owners and renters learn skills and techniques for basic property maintenance. Tap the capabilities and skills of neighborhood city organizations to help facilitate these programs.
 - Encourage housing developers to hold homeownership information/training sessions for renters wanting to move to homeowner status.
 - Encourage the rehabilitation activities in the Brownell-Colonial-School Street area.
- ◆ Establish a Development Review Procedure with the City that outlines the process and criteria that will be used for on-going evaluation of development proposals to assure they meet neighborhood needs and are supported by the neighborhood. At a minimum, request the City notify the NRZ of a pending action and the applicant appear at a NRZ meeting.
- ◆ Identify areas where direct public action is needed: code enforcement, maintenance of City-owned property, public works clean-up, road resurfacing, sidewalks, streetscaping, lighting improvements, etc.; establish a work plan with City to complete improvements and establish a regular clean-up program.
- ◆ Increase Public Transportation Availability/Accessibility
 - Add bus stops at strategic locations
 - Coordinate with public transportation providers/facilitators to encourage neighborhood linkages with their services/programs
 - Work with developers, employers, State transit and relevant organizations to link residents, public transportation, work opportunities and services in a feasible and efficient way.

- ◆ Continue Improvements within the Public Right-of-Way
 - Support improvements and projects that shift the orientation from vehicles to pedestrians and include provisions for traffic calming.
 - Request CDBG funds from the City or link aesthetic improvements to other neighborhood initiatives or development.
 - Carry through the scale and design vocabulary found at Washington and Retreat Avenue.
- ◆ Explore ways to enhance the community accessibility to recreation, social, senior, daycare, and other services.
 - Develop partnership(s) with one or more existing centers and/or agencies to maximize community participation and utilization of services.
 - Contribute to the development of specific initiatives to improve upon some of the actual socio-economic challenges of the NRZ area residents.
- ◆ Monitor Land Uses and other Activities that have Negative Consequences
 - Consult with the City regarding operational impacts of the Immaculate Conception Shelter
 - Support a Hartford Hospital Master Plan to improve traffic circulation and arrival areas in the vicinity of Washington/Jefferson/Seymour Streets

Action No. 4: Propagate Neighborhood-level Economic Development Opportunities

- ◆ Prepare a Broad Street Revitalization Plan
 - Secure funding from CEDF to examine in-fill opportunities and create a strategy that extends the commercial activity along Park Street.
- ◆ Sustain T. W. Raftery
 - With cooperation from the City and institutional neighbors, discuss the feasibility of establishing a set-aside purchasing agreement to allow Raftery to provide its goods to the surrounding institutions.

- ◆ Diversify Development to Capture Available Market Niches
 - Meet with institutions and HEDC to develop a strategy for capturing the three distinct markets: neighborhood residents (primarily Park Street and northern Broad Street), institutional workers (primarily Washington Street and New Britain Avenue), and Trinity College students (lower Broad Street)

**SOUTH FROG HOLLOW STRATEGIC PLAN
IMPLEMENTATION MATRIX**

2003 – 2005

Targeted Activity*	Deadline	Potential Partners	Potential Funding (\$)/Sources
Identify 3 new leaders	November 2003		
Create an Implementation Committee	November 2003		
Leadership Transition	December 2003	Trinity Center for Neighborhoods	

*In order of Priority

SOUTH FROG HOLLOW STRATEGIC PLAN
 IMPLEMENTATION MATRIX
 2003 – 2005

Targeted Activity*	Deadline	Potential Partners	Potential Funding (\$)/Sources
Identify 3 new leaders	Nov May 2003		
Create an Implementation Committee	May 2003 November		
Leadership Transition	June 2003 December	Trinity Center for Neighborhoods	

*In order of priority

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ON AGENDA
CITY OF HARTFORD

OFFICE OF THE CITY MANAGER
550 Main Street, Hartford, Connecticut 06103



COUNCIL - MANAGER GOVERNMENT

April 14, 2003

The Honorable Mayor Eddie A. Perez
and Court of Common Council
550 Main Street
Hartford, CT 06103

Dear Mayor Perez and Councilmembers:

Attached hereto, please find a proposed ordinance amending Article IX, Section 28-196 of the Connecticut General Statutes Section 7-600, adding the Frog Hollow South NRZ Group to the adopted revitalization zone committees. Staff has reviewed the attached plan, and the Neighborhood Revitalization Zone (NRZ) has incorporated all of the staff's suggestions. I recommend that the Court of Common Council approve the attached Strategic Plan for the Frog Hollow South NRZ.

In accordance with section 35-41 of the Municipal Code of the City of Hartford, I am requesting that you establish a public hearing date regarding this ordinance on April 14, 2003.

Respectfully submitted,

Lee C. Erdmann
City Manager

Attachment

Add Frog Hollow South NRZ 4.9.03
LCE/KA/cds

Introduced by:

City Manager Lee C. Erdmann

Heading
And
Purpose:

ORDINANCE AMENDING THE MUNICIPAL CODE de NEIGHBORHOOD REVITALIZATION

COURT OF COMMON COUNCIL
CITY OF HARTFORD,

April 14, 2003

Be It Ordained by the Court of Common Council of the City of Hartford:

That Chapter 28, Article IX, Section 28-196 of the Municipal Code be amended to read as follows:

Sec. 28-196. Neighborhood Revitalization Zone Committees.

There are hereby created, pursuant to Connecticut General Statutes Section 7-600 the following neighborhood revitalization zone committees. The membership of each committee shall comply with the requirements of Connecticut General Statutes Section 7-600 and their by-laws, as adopted and as hereafter may be properly amended. Such membership shall reflect the composition of the neighborhood revitalization zones and shall include, but not be limited to, tenants, property owners, community organizations, institutions and businesses. A majority of the members shall be residents of the neighborhood. Each neighborhood revitalization committee shall exercise, in accordance with Connecticut General Statutes Section 7-600 et seq. and as may be amended, all of the powers and duties conferred by state law on such neighborhood revitalization zone committee.

The revitalization zone committees are: Parkville Revitalization Association, Asylum Hill Revitalization and Problem Solving Committee, South Green Revitalization Zone Committee, the Coalition to Strengthen the Sheldon/Charter Oak Neighborhood, Maple Avenue Revitalization Group[.], Northeast Revitalization Association, [and] Southend Neighborhood Revitalization Association, Upper Albany Revitalization Zone Organization, [and] Clay Arsenal Revitalization Association[.], West End Civic Association Neighborhood Revitalization Zone [and], Blue Hills Neighborhood Revitalization Zone, South Downtown Neighborhood Revitalization Zone, North Frog Hollow Neighborhood Revitalization Zone, and Frog Hollow South Neighborhood Revitalization Zone. The court of common council hereby approves the strategic plans filed with the city clerk by these committees on the following dates. These plans will serve as a guide for City and neighborhood actions.

Asylum Hill NRZ:	November 15, 1999
Parkville NRZ:	November 15, 1999
South Green NRZ:	December 3, 1999
Sheldon/Charter Oak NRZ:	March 28, 2000
Maple Avenue Revitalization Group:	July 5, 2001
Northeast Revitalization Association:	August 29,2001
Southend Neighborhood Revitalization Association:	August 29,2001
Upper Albany Revitalization Zone Organization:	October 3, 2001
Clay Arsenal Revitalization Association:	October 3, 2001
West End Civic Association NRZ:	January 14, 2002
Blue Hills NRZ:	April 17, 2002
South Downtown NRZ:	May 22, 2002
North Frog Hollow NRZ:	February 5, 2003
<u>Frog Hollow South NRZ:</u>	<u>April 9, 2003</u>

Each neighborhood revitalization zone committee shall submit a report on implementation of their strategic plan to the mayor, Hartford Court of Common Council, and the city manager and the secretary of the Connecticut Office of Policy

and Management at intervals of six (6) months in the first year after adoption of this section and annually thereafter. Such report shall include any revisions that do not materially change the adopted strategic plan.

Each neighborhood revitalization zone committee shall adopt by-laws which shall include, at a minimum, the following provisions:

Members. Membership shall include representation of tenants, property owners, businesses and community organizations in accordance with Connecticut General Statutes Section 7-600 et seq. A majority of members must reside within the boundaries of the neighborhood revitalization zone. The City Manager will appoint a representative who shall be a full member of the committee.

Meetings. An annual meeting shall be held to elect the members of the neighborhood revitalization zone committee. The time and place of all regular meetings for a calendar year shall be filed with the City Clerk no later than January 31 of the calendar year and notice shall be published in a newspaper in general circulation as stated in Connecticut General Statutes Section 7-600 et seq. The city will pay for reasonable costs of publishing such notice. Any committee member, except for the city manager's representative, who is absent from three (3) regular meetings in one (1) calendar year may be replaced in accordance with committee by-laws. All meetings shall be held within the boundaries of the neighborhood revitalization zone or in City Hall. The city shall provide space in a municipal facility for neighborhood revitalization zone meetings if requested by the neighborhood revitalization zone committee. All neighborhood revitalization zone committee meetings shall be open to the public.

Minutes and notices of meetings. Each neighborhood revitalization zone committee shall appoint or elect a secretary who shall be responsible for maintaining written records for the neighborhood revitalization zone committee. The secretary shall be responsible for keeping minutes of every neighborhood revitalization zone committee meeting and delivering notices for every meeting. Once approved by the neighborhood revitalization zone committee, minutes shall be filed with the city clerk. The minutes shall include a tabulation of those committee members present as well as those who were absent. A meeting notice and agenda for each regular meeting shall be delivered or mailed to each committee member at least three (3) business days prior to the meeting. Notice of a special meeting shall be filed with the City Clerk and delivered to the residence of every committee member at least twenty-four (24) hours prior to the commencement of the special meeting.

This ordinance shall take effect upon adoption.